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# Idaho State Capitol Commission

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## Official Minutes

August 26, 1999

A meeting of the Idaho State Capitol Commission was held on this date in the Senate Caucus Room, Room #350, Idaho State Capitol Building. Chairman Eiguren called the meeting to order at about 2:00 p.m.

## Attendees

### Members Present:

Roy Lewis Eiguren, Chairman

Pam Ahrens, Director, Department of Administration, and Secretary/Ex-Officio Member

Andrew Erstad

Stephen Hartgen, via conference call

Louise Shadduck, first part of the meeting via conference call

Skip Smyser

Steve Guerber, Director, State Historical Society and Ex-Officio Member

Carl Bianchi, Director, Legislative Services Office and Ex-Officio Member

### Absent and Excused:

Sondra Dahl-Hansen

### Others/Staff Present:

Donna Hartmans, Capitol Architect, Arrow Rock Architects

Jeff Shneider, CSHQA Architects, Capitol Master Plan Architects

Jerry Lowe, CSHQA Architects, Capitol Master Plan Architects

Jan Frew, Senior Project Manager, Division of Public Works

Mike Despot, Manager, Facilities Services

Rick Thompson, Internal Management Systems Administrator, Department of Administration

Lyle Gessford, Purchasing Officer, Division of Purchasing

Jason Hancock, Legislative Service Office

Diane Garcia, Management Assistant, Department of Administration

# **Approve Capitol Projects & Operating Budget for FY01**

## **FY01 Capital Budget Recommendations**

CSHQA Architects provided the Commission with a recommendation of three initial exterior renovation projects for the FY01 Capital Budget request. The projects are, Ms. Frew explained, \$4.8 million for stone restoration work; stair repair for \$1,390,000; and, window replacements at \$1.4 million. The stair repair project includes total stair replacement on the east and west side of the building, she said. Additionally, the firm recommended \$900,000 to continue design work as a result of the master planning process. Other exterior elements that have yet to be evaluated by the master planners include roofing, site paving and walks, lighting, landscape railings, main dome eagle ornamentation, and domes over the Senate and House Chambers

Mr. Shneider explained these project estimates are conservative in nature. Also, included in the stone restoration project is cleaning of the entire exterior. Some efficiencies are realized if portions of the work are done at the same time, he said.

Ms. Frew explained \$600,000, appropriated as part of the FY00 Capitol Budget for stone work is now available and could be applied to the proposed \$4.8 million stone restoration project. The next step, she recommended, is provide the firm with additional authorization via amendment to conduct further investigation and to actually identify a scope of work to occur in sync with the budget cycles.

It is part of the Commission's charge to come up with a program to fund the master plan work, Chairman Eiguren noted. It is his opinion, he said, that requesting project moneys on an incremental basis would be very difficult. In order to complete the restoration within the timeframe, as well as within the dollar amounts originally projected, a different type of funding may be necessary such as issuing bonds and via private sources. He recommended the Commission proceed with a FY01 budget request to include funds to complete the master plan design, and then explore options to issue bonds and to raise funds.

Director Guerber explained that identifying the figure required for exterior work allows the Commission to propose what portions are to come from the various sources. We will put the project behind a year if we do not aggressively address the funding needs, he said. Ms. Frew noted by the time the Legislature convenes next year, we would have a good project estimate with supporting documents.

## **Capitol Commission FY01 Operating Budget**

The Commission's FY01 operating budget is due to the Legislative Services Office by September 1<sup>st</sup>. Mr. Thompson explained available funds in the Capitol

Commission budget derive from interest earned from the Capitol Endowment Permanent Fund, which currently has a balance of about \$3.5 million. He projects the FY01 budget will begin with about \$200,000 of available funds. Identified expenditures for FY01 total \$64,000, which leaves about \$136,000 for other uses. (Note: It was later identified that these numbers were reported incorrectly. Actual available funds for FY01 are about \$383,200.)

Chairman Eiguren noted that \$8,000 had been identified in the FY00 budget for a fundraiser. This amount, however, has proved to be too low, he said. For the first phase feasibility study of the fundraising process alone, cost proposals received as a result of the RFP process ranged between \$36,000 and \$59,000.

**MOTION: Director Bianchi moved the Commission approve the operating budget for the Capitol Commission for FY2001 in the amount of \$124,000 which would include \$64,000 for the operating budget, and \$60,000 for the fundraising contractor fee. Mr. Erstad seconded the motion and it was subsequently amended by Director Bianchi with consensus by Mr. Erstad.**

Director Guerber mentioned he is in a similar fundraising process for the Historical Society and believes a lesser amount would suffice for the feasibility study. Director Ahrens reminded the Commission that \$8,000 is already available from the FY00 budget.

**AMENDED MOTION: Director Bianchi moved the Commission approve the operating budget for the Capitol Commission for FY2001 in the amount of \$115,000 which would include \$64,000 for the operating budget, and \$51,000 for the fundraising contractor fee. Mr. Erstad seconded the motion and it was passed unanimously by the members present.**

#### **FY01 Capital Budget Recommendation, continued**

Chairman Eiguren noted he and Director Ahrens will consult with the Idaho State Building Authority on bonding options to fund the Capitol restoration project. A report will be provided at the Commission's September 24<sup>th</sup> meeting addressing options for bonding and private funding. We will look to the Capitol Endowment Fund for interest to repay the debt service for long term bonds, he said.

Director Ahrens noted the Department of Administration had already placed one item on the Capitol Budget alteration and repair list in the amount of \$750,000 for exterior stair repair work. Chairman Eiguren recommended Department staff coordinate with the master planning architects to revise the recommendation to an appropriate amount and scope of work.

**MOTION: Director Bianchi moved the Commission recommend through the budget process an appropriation of \$900,000 from the Permanent Building Fund for architect/engineering fees for design implementation of additional phases of the Capitol Master Plan. Mr. Smyser seconded the motion and it was passed unanimously by the members present.**

### **Fundraising Consultant RFP**

Chairman Eiguren noted the Department of Administration issued an RFP for the purpose of hiring a fundraiser. After reviewing a number of issues that came up as a result, he and the fundraising subcommittee, composed of Mr. Hartgen, Director Guerber, and Mr. Smyser, decided to cancel that RFP and ask that it be reissued. One of the issues was related to fees being substantially higher than anticipated. Secondly, there were a number of potential responders who were not given the opportunity to respond. Finally, there was an issue that related to a potential conflict with one proposal, which was consequently withdrawn.

Before the next Commission meeting, Chairman Eiguren along with Mr. Gessford, Director Ahrens, Mr. Smyser, Director Guerber and Mr. Hartgen will meet to recommend how the Commission should proceed with the next RFP.

## **Adjournment**

Chairman Eiguren adjourned the August 26, 1999 meeting of the Idaho State Capitol Commission at about 3:45 p.m.

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Roy Lewis Eiguren, Chairman  
Idaho State Capitol Commission

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Diane K. Garcia, Management Assistant  
Department of Administration